



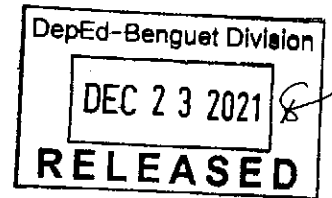
Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

December 5, 2021

DIVISION MEMORANDUM

No. 508, S2021

TO: School Governance and Operations Division
Public Schools District Supervisors
Public Elementary and Secondary School Heads
To All Others Concerned



SUBJECT: GUIDELINES IN THE REVIEW AND SUBMISSION OF SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD) RELATED INNOVATION PROPOSALS AND COMPLETION REPORTS

1. The School Governance and Operations Division through Project LIGAA - Leading Innovatory practice through Goal-Oriented and Altruistic Alliance shi Benguet aims to continuously advocate and strengthen innovations in the schools and districts to help in successfully fulfilling the Department's Vision, Mission, Values, and Goals.
2. The Division mandated Innovation format shall still be the basis, while division review and recommendation form (Enclosure 1) must be aligned to appropriate office and section.
3. The District Innovation Review Committee shall carry on with their roles and responsibilities, but to include SGOD coordinators concerned.
4. For immediate dissemination and strict compliance.

GLORIA B. BUYA-AO
Schools Division Superintendent

SGOD/LBA/hrds/xdk



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ENCLOSURE 1: SGOD Innovation Review and Recommendation Form

SGOD INNOVATION PROPOSAL RECOMMENDATION FORM

Title of Innovation: _____

Name of proponent: _____

Name and address of school affiliated: _____

Schools Division Research Committee	General Remarks	Action Taken
_____ Section Head SGOD Innovation Review Committee Member		() Recommended for Approval () Returned to incorporate suggestions / corrections
CEASAR B. LUMA-ANG Education Program Supervisor SGOD Innovation Review Committee Member		() Recommended for Approval () Returned to incorporate suggestions / corrections
LUCIO B. ALAWAS Chief Education Supervisor SGOD Innovation Review Committee Co-Chairman		() Recommended for Approval () Returned to incorporate suggestions / corrections



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SGOD INNOVATION COMPLETION REPORT RECOMMENDATION FORM

Title of Innovation: _____

Name of proponent: _____

Name and address of school affiliated: _____

Schools Division Research Committee	General Remarks	Action Taken
_____ Section Head SGOD Innovation Review Committee Member		<input type="checkbox"/> Recommended for Acceptance <input type="checkbox"/> Returned to incorporate suggestions / corrections
<u>CEASAR B. LUMA-ANG</u> Education Program Supervisor SGOD Innovation Review Committee Member		<input type="checkbox"/> Recommended for Acceptance <input type="checkbox"/> Returned to incorporate suggestions / corrections
<u>LUCIO B. ALAWAS</u> Chief Education Supervisor SGOD Innovation Review Committee Co-Chairman		<input type="checkbox"/> Recommended for Acceptance <input type="checkbox"/> Returned to incorporate suggestions / corrections





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SGOD INNOVATION PROPOSAL REVIEW FORM

Title of Innovation: _____

Name of proponent: _____

Contact Number of Proponent: _____

Name and address of school affiliated: _____

Date of implementation: _____

Reviewed by:

Section Head
SGOD Innovation Review Committee Member

CEASAR B. LUMA-ANG
Education Program Supervisor
SGOD Innovation Review Committee Member

LUCIO B. ALAWAS
Chief Education Supervisor
SGOD Innovation Review Committee Co-Chairman

Recommending Approval:

CARMEL F. MERIS
OIC – Assistant Schools Division Superintendent
SDRC Chairman

Approved by:

GLORIA B. BUYA-AO
Schools Division Superintendent
SDRC Chairman



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SGOD INNOVATION COMPLETION REPORT REVIEW & VERIFICATION FORM

Title of Innovation: _____

Name of proponent: _____

Name and address of school affiliated: _____

Date of implementation: _____

Reviewed by:

Section Head
SGOD Innovation Review Committee Member

CEASAR B. LUMA-ANG

Education Program Supervisor
SGOD Innovation Review Committee Member

LUCIO B. ALAWAS

Chief Education Supervisor
SGOD Innovation Review Committee Co-Chairman

Verified:

CARMEL F. MERIS

OIC – Assistant Schools Division Superintendent
SDRC Chairman

Noted:

GLORIA B. BUYA-AO

Schools Division Superintendent
SDRC Chairman



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